

January 29, 2019

CERTIFICATION OF PUBLICATION

CITY OF BALTIMORE OFFICE OF BOARDS AND COMMISSIONS PUBLIC NOTICE

PROJECT # 1307 REQUEST FOR PROPOSALS: DRUID PARK LAKE DRIVE COMPLETE STREETS DESIGN EFFORT - DEPARTMENT OF TRANSPORTATION

Project Purpose

The City of Baltimore Office of Boards & Commissions has been requested by the Department of Transportation (DOT) to certify the proposals of multi-disciplinary design engineering firms (urban design, landscape architecture, traffic engineering, etc.) to provide a transportation study and design services for the Druid Park Lake Drive Complete Streets Design Effort. Using Complete Streets design principles this effort aims to address the safety challenges visitors face accessing Druid Hill Park from the Druid Park Lake Drive Corridor (I-83 to Greenspring Ave).

Goals:

- Identify areas of multimodal improvement
- Develop methods for Traffic Calming
- Identify areas for safer connections for those traveling outside of a car
- Re-incorporate roadway sections to become part of the park again
- Consider new circulation/ traffic patterns to highlight historical/structural elements from their original vantage points
- Design a corridor with elements of a boulevard

Background

In 1860 Baltimore joined the nation in the movement for parks with the formal acquisition and design of the land that would become Druid Hill Park. Daniel Howard, the man responsible for most the park's design helped create a unique space that served as a true oasis for all people of Baltimore, regardless of background. As the third park designed and built in the United States, Druid Hill's 745 acres, rich history, and pastoral design rival New York City's Central Park. Once only accessible by horse and carriage, the streets within and adjacent to the park have now become main thoroughfares for traffic traveling to and from Baltimore from the nearby counties. The wide travel lanes and fast traffic along Druid Lake Park Drive have created a hostile environment for

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anyone traveling outside an automobile. Recent park renovations and growing concern from the nearby communities has sparked DOT's commitment to addressing the challenges faced by Baltimore City residents wishing to access the park by foot or by other means.

Description

The engineering design services of the consultant team shall evaluate the existing and future conditions and features of the corridor. The consultant will engage the community with assistance from the existing community stake holder group (including but not limited to; Parks and People, Bikemore, The New Auchentoroly Terrace Association, and The Open Society Institute Baltimore Fellow) to identify safety concerns, neighborhood amenities, and places of interest. Concerns identified by community members, DOT, public agencies, and stake holders will be used to develop recommendations for phased implementation. Recommendations should include alternatives that follow Complete Streets design principles which may differ from traditional engineering practices. The Consultant is responsible for conducting project coordination, public participation, microscopic traffic modeling, feasibility study, conceptual design & alternatives analysis, socioeconomic environmental & design data collection and analysis, construction details, and short/mid/& long term implementation recommendations based on best practices. These elements will be used to determine an agreed upon design through consensus engineering and construction documents.

Scope of Services

Design services may include, but are not limited to:

Phase 1

Base Data Collection: Existing Conditions

- a. Review of area master plans and other documents
- b. GIS Base mapping
 - Environmental Conditions
 - Utilities
 - Land Uses
 - Property Lines
 - Roadway Features

Phase 2

Traffic Data Collection and Analysis

- a. Signal timing and crash data
- b. Travel time runs
- c. Site observations including a parking analysis

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Phase 3

- Concept Alternative Development (3 options)
 - a. Geometric layout and typical sections
 - b. Neat construction estimates
 - c. Comparison Charts

Phase 4

- Stakeholder Coordination and Community Outreach
 - a. Develop public meeting materials
 - b. Attend stakeholder meetings

Phase 5

Final Report

- a. Draft report submittal
- b. Final report released

Evaluation and Qualifications

The evaluation criteria for the selection will be:

- Experience with Complete Streets Design & Implementation. 20%
- Experience in Transportation Planning, Engineering Design and Construction Project Management, 20%
- Ability to provide personnel familiar with Baltimore City standard specifications experience or equivalent. The personnel should have experience and the ability to demonstrate knowledge, enforcement, documentation, and follow through of day-to-day project related requirements and inspection. 20%
- Experience and ability to develop efficient Design and Construction Management process and procedures. 10%
- Overall team approach with other Minority Business Enterprises- MBE/WBE.10%
- Interview (Presentation) Performance 20%

References

Interested parties must submit client and project info for 3 completed projects with similar requirements to the Druid Park Lake Drive Design Effort.

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Pre-Submittal Meeting

Two weeks prior to the submission date, a pre submittal meeting will be scheduled for all interested firms to attend. Attendance to the pre-submittal meeting is strongly encouraged but not required. Details for the meeting can be obtained by contacting the Planning Division Baltimore City Department of Transportation Planning Division at 410-396-6802.

Submission Requirements

In addition to the Complete Streets Ordinance, projects must comply with the 2006 edition of "The Specifications for Materials, Highways, Bridges, Utilities and Incidental Structures". City personnel will utilize the "City of Baltimore Guidelines for The Performance Evaluation of Design Consultants and Construction Contractors" for this contract/project.

Firms interested in submitting a response for this project shall address a "Letter of Interest" to the Office of Boards and Commissions, 4 South Frederick Street, 4th Floor Baltimore, MD 21202 (FAX: 410-396-3229). Since these letters are utilized to assist small, minority and women business enterprises in identifying potential teaming partners, the letters should be submitted within five (5) days of the date of the project's advertisement. The letter should contain a contact person. Failure to submit a "Letter of Interest" will not disqualify a firm submitting a proposal for the project.

Each prime consultant applying for this Project will be required to complete and submit an original Federal Form 255, along with **five (5) copies** to the Office of Boards and Commissions, 4 South Frederick Street, 4th Floor, Baltimore, Maryland 21202 (EMAIL: OBC.consultants@baltimorecity.gov). The Federal Form 255 and the five copies must be submitted on or before 12:00 P.M. (Noon) on **XXX**. Submittals will not be accepted after this deadline. If further information is required regarding this request, please contact Jessica Pimentel at Jessica.Pimentel@baltimorecity.gov.

Insurance Requirements

The consultant selected for the award of this project shall provide professional liability, auto liability, and general liability and workers compensation insurances as required by the City of Baltimore.

Prequalification Certification Requirement

All architectural, engineering, and surveying firms listed in the specific proposal for the Project must be prequalified by the Office of Boards and Commissions for each

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applicable discipline at time of submittal for this Project. Information regarding prequalification certification can be obtained by contacting the Office at 410-396-6883.

MBE/WBE Requirements

It is the policy of the City of Baltimore to promote equal business opportunity in the City's contracting process. Pursuant to Article 5, Subtitle 28 of Baltimore City Code (2000 Edition) – Minority and Women's Business Program, Minority Business Enterprise (MBE) and Women's Business Enterprise (WBE) participation goals apply to this contract.

The MBE goal is 13%

The WBE goal is 11%

Both the proposed Minority and Women's Business Enterprise firms must be named and identified as an MBE or WBE within Item 6 of the Standard Form (SF) 255 in the spaces provided for identifying outside key consultants/associates anticipated for utilization for this project.

Any submittals that do not include the proper MBE/WBE participation will be disapproved for further consideration for this project.

Verifying Certification

Each MBE/WBE firm submitting a SF 255 for consideration for a project should be certified by the Minority and Women's Business Opportunity Office (MWBOO) prior to submitting the proposal. Since changes to the directory occur daily, firms submitting SF 255's should call MWBOO at (410) 396-4355 to verify certification, expiration dates and services that the MBE or WBE is certified to provide.

Non-Affiliation

A firm submitting a proposal may not use an MBE or WBE to meet a contract goal if:

1. The firm has a financial interest in the MBE or WBE
2. The firm has an interest in the ownership or control of the MBE or WBE
3. The firm is significantly involved in the operation of the MBE or WBE (Article 5 subtitle 28-41).

A minority firm submitting application that fails to comply with the requirements of Article 5, Subtitle 28 of Baltimore City Code when executing a contract is subject to the following penalties: suspension of a contract; withholding of funds; rescission of contract based on material breach; disqualification as a consultant from eligibility to provide

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services to the City for a period not to exceed 2 years; and payment for damages incurred by the City.

Additional Requirements

A resume for each person listed as key personnel and/or specialist of MBE and WBE must be shown on the page provided within the application.

The applications for this Project (Form 255) cannot be supplemented with any additional information such as graphs, photographs, organization chart, etc. All such information should be incorporated into the appropriate pages. Applications should not be bound. Applications should simply be stapled in the upper left-hand corner. Cover sheets should not be included. Inclusion and/or submittal of additional material may result in the applicant being disqualified from consideration for this project.

Failure to follow directions of this advertisement or the application will cause disqualification of the submittal.

Sincerely,

Deena Joyce, Executive Secretary
Office of Boards and Commissions

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